

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

February 16, 2017

The Mississippi Department of Information Technology Services Board met in Conference Room 106 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, February 16, 2017, at 8:30 a.m. for a Planning Session.

Members Present:

D. Shane Loper, Chairman
Rodney Pearson, Vice-Chairman
J. Keith Van Camp
Thomas A. Wicker
June Songy

Legislative Advisors Present:

Representative Gary V. Staples
Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director
Michele Blocker, ITS Chief Administrative Officer
Roger Graves, ITS Chief Operations Officer
Lynn Ainsworth, Information Systems Services (ISS) Division Director
David Johnson, Internal Services Division Director

Others Present:

Representative Scott DeLano, Chairman, House Technology Committee

Drew Snyder, Policy Director & Counsel, Office of Governor Phil Bryant

Mandy Davis, Mississippi State Senate

Shane Loper called the meeting to order and directed the Board's attention to the topic of the meeting, a Planning Session.

There being no further business, the meeting was adjourned by Shane Loper.

The Mississippi Department of Information Technology Services Board reconvened in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, February 16, 2017, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

D. Shane Loper, Chairman

Rodney Pearson, Vice-Chairman

June Songy

J. Keith Van Camp

Thomas A. Wicker

Legislative Advisors Not Present:

Representative Gary V. Staples

Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

Roger Graves, ITS Chief Operations Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Laura Pentecost, Data Services Division Director

Jay White, Security Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Tina Wilkins, Procurement Process Specialist

Billy Rials, Enterprise Architect

Tangela Harrion, Procurement Team Leader

Renee Murray, Program and Contract Management Team Leader

Cerria Walker, ISS Technology Consultant

Jamekia Hilliard, ISS Technology Consultant

Jill Chastant, ISS Technology Consultant

Jordan Barber, ISS Technology Consultant

Michelle Smith, ISS Technology Consultant

Monique Hopkins, ISS Technology Consultant

Debra Brown, IT Planner

Jerry Guillory, Data Services Division

Gary LeBlanc, Data Services Division

Pam Sinclair, Data Services Division

Brian Norwood, Telecom Services Division

Lisa Kuyrkendall, Telecom Services Division

Greg Nohra, Security Services Division

Caren Brister, Strategic Communications Manager

Others Present:

Donna Hamilton, Mississippi Department of Child Protection Services

David Derrick, Mississippi State Board of Cosmetology

Angela Armstead, Mississippi State Department of Health

Wayne Vaughn, Mississippi State Department of Health

Jeremy Hill, Mississippi Health Information Network

Chris Christmas, Mississippi Department of Human Services

Jacob Black, Mississippi Department of Human Services

Mark Allen, Mississippi Department of Human Services

Rutledge McMillin, Mississippi Department of Human Services

Valeria O'Neal, Mississippi Department of Human Services

M.E. Waldrop, Madison Police Department

Clay Johnston, Mississippi Department of Public Safety

Tevin Coleman, Mississippi Department of Public Safety

Mark McKee, Mississippi Department of Public Safety, Office of Homeland Security

Like Lucius, Mississippi Department of Public Safety, Office of Homeland Security

David Sliman, University of Southern Mississippi

Tom Hutchinson, University of Southern Mississippi

Rob McClure, AT&T

Kris Gautier, AT&T

Mary Tucker, BCI

Ken Guidry, BCS

Mark Hollingsead, Ciber

Kristen Hinton, Cisco
Bill Wiltshire, CSpire
Nathan Slater, CSpire
Kameron Ball, CSpire
Heath Walters, Dell EMC
Chris Salmon, Dell EMC
Jimmy Webster, JFW Consulting
Donnie Wilemon, Microsoft
A Microsoft Representative
Karen Newman, The Clay Firm
Crystal Cooper, Unisys

Shane Loper called the meeting to order and asked guests to introduce themselves.

Agenda Item No. 1: Shane Loper directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on January 19, 2017.

On motion by Tom Wicker and second by Rodney Pearson that the minutes of the meeting on January 19, 2017 be approved as written:

Motion carried; unanimously.

Agenda Item No. 2: Cerria Walker and Steven Walker, Director of Telecom Services Division, presented an overview and request to issue RFP No. 3983-43030 for the acquisition of AVAYA hardware, software, licensing, maintenance, and support for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS). The staff of ITS requests approval to advertise and publish RFP No. 3983-43030 for the acquisition of Avaya hardware, software, licensing, maintenance, and support for ITS.

On motion by Tom Wicker and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Jamekia Hilliard, David Sliman, Chief Information Officer, and Tom Hutchinson, Interim Director of the Office of Online Learning, presented the recommendation for the RFP No. 3692-43097 for the acquisition of Canvas Learning Management System for **UNIVERSITY OF SOUTHERN MISSISSIPPI** (USM) Office of Online Learning. The staffs of ITS and USM jointly recommend the selection of Instructure Inc. to provide the Canvas Learning Management System at a total 5-year lifecycle cost of \$1,440,047.41.

On motion by June Songy and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Jamekia Hilliard, Chris Christmas, and Rutledge McMillin presented the recommendation for RFP No. 3738-43331 for the continuation of the Agreement with Informatix, Inc. for a State Disbursement Unit (SDU) for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS) Division of Field Operations. The staffs of ITS and MDHS jointly recommend approval of the continuation of this Agreement with Informatix, Inc. through April 21, 2019, in an amount not to exceed \$4,661,812.08 for a State Disbursement Unit. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$12,042,210.63.

On motion by June Songy and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4.5: Jordan Barber, Mark Allen, CIO, and Jacob Black, Deputy Administrator of Administration, presented the recommendation for Project No. 43285 to utilize the Texas

Department of Information Resources (DIR) Cooperative Contract DIR-TSO-3149 for the acquisition of DocuSign Licenses and Support for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS). The staffs of ITS and MDHS jointly recommend the selection of Carahsoft Technology Corporation from the Texas Department of Information Resources (DIR) Cooperative Contract DIR-TSO-3149 to provide DocuSign Licenses and Support at a total 3-year lifecycle cost of \$2,302,500.10.

On motion by Tom Wicker and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Michelle Smith and Angela Armstead presented the evaluation and recommendation of proposals received in response to RFP No. 3892-42421 for the acquisition of an Incident Management System for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH** (MSDH) – OFFICE OF EMERGENCY PLANNING AND RESPONSE (OEPR). The staffs of ITS and MSDH jointly recommend the select of Knowledge Center Enterprises, LLC. as lowest and best vendor responding to RFP No. 3892, to provide an Incident Management System, at a total 5-year lifecycle cost of \$1,140,000.00.

On motion by Keith Van Camp and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 6: Jill Chastant and Jeremy Hill, MS-HIN Executive Director, presented the recommendation for RFP No. 3560-43352, for an increase to the Agreement with Medicity, Inc. for Data Mart subscription and hosting for the Mississippi Health Information Network (MS-HIN) in conjunction with the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS). The staffs of ITS and MS-HIN jointly recommend approval of the increase to

the Agreement with Medicity, Inc. through February 24, 2020, in an amount not to exceed \$482,000.00 for Data Mart subscription and hosting. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$34,461,823.00.

On motion by Keith Van Camp and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 7: Jordan Barber and M.E. Waldrop, Chief of Police, presented the recommendation for RFP No. 3776-43358 for the acquisition of Automated License Plate Readers for the **MADISON POLICE DEPARTMENT** (MPD). The staffs of ITS and MPD jointly recommend the selection of TCSware Inc. to provide Automated License Plate Readers at a total 4-year lifecycle cost of \$1,331,975.00.

On motion by June Songy and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8: Cerria Walker and Clay Johnston, MIS Director, presented Project No. 3971-43249, requesting approval for the sole-source acquisition of State-to-State (S2S) Verification Service enhancements from American Association of Motor Vehicle Administrators (AAMVA) for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (DPS). The staffs of ITS and DPS jointly recommend American Association of Motor Vehicle Administrators as the sole-source provider of State-to-State (S2S) Verification Service enhancements, at a total 6-month lifecycle cost of \$2,088,616.56.

On motion by Tom Wicker and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8.5: Monique Hopkins and David Derrick, Executive Director, presented the evaluation and recommendation of proposals received in response to RFP No. 3905-42260 for the acquisition of Testing Administration Services for the **MISSISSIPPI STATE BOARD OF COSMETOLOGY** (MSBC). The staffs of ITS and MSBC jointly recommend the selection of Pearson VUE, as lowest and best vendor responding to RFP No. 3905, to provide Testing Administration Services. The market value of the Agreement for a 5-year period is expected to exceed \$1,000,000.00.

On motion by Rodney Pearson and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 9 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

The Board acknowledged Agenda Item No. 10 regarding verification of a quorum for the next ITS Board Meeting scheduled for Thursday, March 23, 2017.

On motion by Tom Wicker and second by Keith Van Camp that the following per diem and expenses be approved:

Shane Loper - per diem and expenses for 1 day;

Board Meeting, February 16, 2017.

Rodney Pearson - per diem and expenses for 1 day;

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June Songy - per diem and expenses for 1 day;

Board Meeting, February 16, 2017.

Keith Van Camp - per diem and expenses for 1 day;

Board Meeting, February 16, 2017.

Tom Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

The Mississippi Department of Information Technology Services Board reconvened in Conference Room 106 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, February 16, 2017, immediately following the regularly scheduled monthly meeting.

Members Present:

D. Shane Loper, Chairman

Rodney Pearson, Vice-Chairman

J. Keith Van Camp

Thomas A. Wicker

June Songy

Legislative Advisors Not Present:

Representative Gary V. Staples

Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

Roger Graves, ITS Chief Operations Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

David Johnson, Internal Services Division Director

Steven Walker, Telecom Services Division Director

Laura Pentecost, Data Services Division Director

Jay White, Information Security Division Director

Billy Rials, Enterprise Architect

Leslie Swilley, Internal Services Division

Shane Loper called the meeting to order and directed the Board's attention to the topic of the meeting, a Planning Session.

There being no further business, the meeting was adjourned by Shane Loper.

Shane Loper, Chairman

Rodney Pearson, Vice-Chairman